

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
OCTOBER 13, 2015**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, October 13, 2015, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Juanita S. Boehm called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member David Prechtel	Absent

Also present were Police Chief J. Michael Bennett, Street Commissioner Raymond Eckerle, City Engineer Chad Hurm, Fire Chief/Code Enforcement Officer Kenneth Hochgesang, Director of Community Development and Planning Darla Blazey, City Attorney Renee Kabrick, and Clerk-Treasurer Juanita S. Boehm. Personnel/Safety/Loss Control Director Cale Knies was absent.

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. Two of the three board members were present, which is a majority; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on September 22, 2015. Thereafter, a motion was made by Timothy Bell and seconded by Mayor Seitz to approve the minutes. Motion carried 2-0.

CLAIMS

Board members reviewed the claims from September 4, 2015 through October 8, 2015. Thereafter, a motion was made by Mayor Seitz and seconded by Timothy Bell to approve the claims as presented. Motion carried 2-0.

LANE CLOSURE

Becky Hopf, representing Krazy about Kidz located at 583 Northwood Avenue, requested the closure of the south lane of Northwood Ave. from Westwood Blvd. to the empty field west of the Krazy about Kidz daycare center on Friday, October 30, 2015 from 6:00 p.m. to 9:00 p.m. to accommodate parking for a Halloween Party at the daycare center. Because this area has a center turn lane, closing one lane has not caused problems in the past.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to permit Krazy about Kidz to close a portion of the south lane of Northwood Ave. on October 30, 2015, from 6:00 p.m. to 9:00 p.m. with the street department putting out barricades and Hopf removing them after the event. Motion carried 2-0.

NO PARKING REQUEST

Jack Doyle, 715 W. 9th Street, requested that the 20 ft section of curb between his house and the house to the west of him be painted yellow for "no parking" because of a sight distance problem for him as well as any vehicle traveling east on 9th between Dorbett and MacArthur. He said when a vehicle is parked between his driveway and the driveway at 721 W. 9th Street neither he, his neighbor, nor a vehicle coming out of Memorial Drive can see each other when backing out of their driveways. Doyle said he spoke with representatives from the hospital and they agreed that this issue could be dangerous and they did not have a problem eliminating one parking space.

Doyle also said the posted speed limit for that area is 20 mph but drivers exceed that limit significantly. He asked if the police could monitor the traffic on that street.

City Engineer Chad Hurm said the City standards require 26 ft for one to parallel park so the City may be able to eliminate parking without listing that area in a no parking ordinance.

A motion was made by Mayor Seitz and seconded by Timothy Bell to see if the space meets City standards and if not then come back to the board with a recommendation; have the traffic committee review the traffic speed request. Motion carried 2-0.

BLOCK PARKING SPACES AND SIDEWALK

Mayor Seitz announced that a window company will be installing windows on the Hatfield and Peters building at 502 Jackson Street that is located on the northeast corner of 5th and Jackson Streets. It will take one or two days to install the windows but the installer did not know the dates. The installer wants to block off the sidewalk and parking spaces in front of the building during installation.

REPORTS

City Engineer Chad Hurm gave a report on several projects. He said work has started on the labyrinth project; he is in conversation with DNR regarding the mill wall project; a pre-construction meeting was held yesterday regarding the south Main Street demolition project; and he reported on the Golden Acres and the Worrell Drive storm sewer projects.

Hurm said at the next meeting he will bring in a request to make a modification to the standards manual. He also said he received a call from Dan Lechner about starting work near the 30th and Mill Street intersection.

Street Commissioner Raymond Eckerle said the street department is working with Lechner to fix our issues with the storm sewer in that area at the same time Lechner is putting in a new storm sewer for Meyer Distributing.

Eckerle also gave a street paving project report.

STREET CLOSINGS

Street Commissioner Raymond Eckerle asked permission to close two streets, Bittersweet Drive between 30th and 31st Streets and 13th Street at 13th and Green Streets, in order to replace storm sewers in those areas.

A motion was made by Mayor Seitz and seconded by Timothy Bell to permit the closing of Bittersweet Drive between 30th and 31st Streets and 13th Street at 13th and Green Streets. Motion carried 2-0.

FRONTIER SERVICES AGREEMENT

City Attorney Renee Kabrick presented an agreement between the City of Jasper and Frontier Communications of America Inc for phone services for the City's new phone system. She said it is a monthly service agreement and this agreement is for twelve months.

A motion was made by Timothy Bell and seconded by Mayor Seitz to approve the phone services agreement between Frontier and the City of Jasper. Motion carried 2-0.

WESTLAW AGREEMENT

City Attorney Renee Kabrick said in 2012, the legal department entered into a three-year agreement for online legal research materials provided by Westlaw. That contract has expired. The fee for services pursuant to the original agreement in 2012 totaled \$319.30/month. That monthly charge increased by 1% for 2014 and 3 % for 2015. The most recent monthly amount was \$332.16.

Kabrick said she negotiated a new agreement. The new agreement will have the same provision for fees...1% increase after 12 months and a 3% increase after 24 months. The new fee will start at \$340 per month then increase. She added that the use of online legal research services is critical to the work done by the legal department and recommended proceeding with this agreement.

A motion was made by Mayor Seitz and seconded by Timothy Bell to permit the legal department to enter into an agreement with Westlaw for three years. Motion carried 2-0.

SERVER AND STORAGE UPGRADE QUOTES

At the September 8, 2015 meeting, quotes for a server and storage upgrade were taken under advisement. Technology Dynamics reviewed the quotes.

Because the quotes came in much higher than estimated a motion was made by Timothy Bell and seconded by Mayor Seitz to reject the September 8, 2015 quotes. Motion carried 2-0.

INFORMATION SYSTEM UPGRADES---RE-BID QUOTES

City Attorney Renee Kabrick opened the following quotes for information systems upgrades—re-bid.

Eck-Mundy Associates Inc

\$22,131.00 Equipment

\$22,000.00 implementation labor

\$ 125.00 per hour for technical support

Matrix Integration

\$19,994.11 Equipment

\$31,097.00 implementation labor

\$ 145.00 per hour for technical support

Netech

\$14,457.58 Equipment

\$ no bid implementation labor

\$ 150.00 per hour for technical support

A motion was made by Mayor Seitz and seconded by Timothy Bell to take the bids under advisement and have Brian Scott review. Motion carried 2-0.

ADJOURNMENT. There being no further business to come before the board, a motion was made by Mayor Seitz and seconded by Timothy Bell to adjourn the meeting. The motion carried 2-0 and the meeting adjourned at 8:45 a.m.

The minutes were hereby approved _____ with X without corrections or clarification this 27th day of October, 2015.

Mayor Terry Seitz
Presiding Officer

Attest:

Juanita S. Boehm, Clerk-Treasurer